

**PLANNING AND ZONING
APRIL 7, 2015
MINUTES**

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 6:00 p.m. on April 7, 2015 in the Precouncil Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman Richard McNeese, Vice Chairman LuAnn Portugal, Commission Members George Zahn, Kenny Olmstead, Ron Dunckel, Steve Ellis, and David Brown.

During the Pre-Session Meeting:

- Development Update; Glade Parks, Glade Parks South
- Review Agenda Items

**PLANNING AND ZONING CONSIDERATION OF SCHEDULED ITEMS –
PRECOUNCIL CONFERENCE ROOM**

The Euless Planning and Zoning continued their meeting in the Council Chambers at 6:32 p.m. for consideration of scheduled items.

MEMBERS AND STAFF PRESENT:

Chairman Richard McNeese
Vice Chairman LuAnn Portugal
Commissioner George Zahn
Commissioner Kenny Olmstead
Commissioner Ronald Dunckel
Commissioner Steve Ellis
Commissioner David Brown
Hal Cranor, Director of Public Works
Paul Smith, Division Chief/Fire Marshal
Mike Collins, Director of Planning and Economic Development
Stephen Cook, Senior Planner
Don Sheffield, Building Official
Alicia Davenport, Administrative Secretary

MEMBERS ABSENT:

VISITORS:

Don Dykstra
Lynnette Payne
Gerard Smith

THE INVOCATION AND THE PLEDGE OF ALLEGIANCE: The Invocation was given by Commissioner Brown and the Pledge of Allegiance was given by Commissioner Ellis.

ITEM 1 CONSIDER APPROVAL OF PLANNING AND ZONING MINUTES
Regular Meeting of March 17, 2015.

Vice Chairman Portugal made a motion to approve the minutes for called meeting of March 17, 2015. Commissioner Ellis seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, and Ellis.

Nays: None

Abstention: Commissioners Dunckel and Brown

The motion carried: (5-0-2)

ITEM 2 HOLD PUBLIC HEARING FOR SPECIFIC USE PERMIT CASE NO. 15-04-SUP, AND CONSIDER RECOMMENDATION FOR AN ORDINANCE

Receive public input regarding the request for a Specific Use Permit for Dog Grooming, Day Care, and Kenneling proposed to be located on Glade Crossing Shopping Center, Block 1, Lot 1R1A at 101 W. Glade Road, Suite 201 and consider recommendation for an Ordinance.

Chairman McNeese opened the public hearing.

Stephen Cook, Senior Planner, gave a brief description of the case. House of Paws is seeking renewal of a Specific Use Permit. The company has been operating for many years in the City of Euless at this location. The business started with a dog day care and moved into dog grooming. In the last Specific Use Permit that was approved by the City Council in March 2014, the ownership had changed to Ms. Mathews and Ms. Beall. Also, the business expanded to allow for overnight care (kenneling) of dogs. No more than ten (10) animals are boarded at one time. The company tracks vaccination records for all animals boarding with them. All animals are exercised outdoors on leash and any excrement is immediately picked up and disposed of properly.

Since approval of the Specific Use Permit in March 2014, there have not been any code compliance issues with the operation of the business.

Staff recommends approval with the following conditions:

1. The Specific Use Permit is tied to the business owners Breanna Matthews and / or Brittney Beall; and,
2. The Specific Use Permit is tied to the Business Name: House of Paws, Euless, LLC; and,
3. All animals shall be kept within clean and safe conditions; and,
4. Tracking of animal vaccinations shall be kept within business records; and,
5. The Specific Use Permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Chairman McNeese asked if there are any proponents/opponents. Seeing none, the public hearing was close.

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve case #15-04-SUP with the conditions as written. Motion seconded by Commissioner Olmstead. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, Dunckel, Ellis, and Brown.

Nays: None

Abstention: None

The motion carried: (7-0-0)

ITEM 3 CASE NO. 15-02-FP – CONSIDER APPROVAL OF FINAL PLAT

Approve a request for a Final Plat of changing 2.5819 acres from the Elijah Rogers Survey, Abstract 1299, to Cannon Gardens, Block A, Lots 1-8 and Block B, Lots 1-6 totaling 14 residential lots. The property is located at the southwest corner of S. Main Street and Jean Lane and is zoned Planned Development (PD).

Stephen Cook, Senior Planner, gave a brief description of the case. Approval of Case 15-04-PD was by the City Council on March 24, 2015. This plat establishes and subdivides fourteen (14) residential lots in accordance with the regulations of the Planned Development Ordinance.

The Development Services Group has certified that the conditions contained within the final plat application meet the technical standards of the City of Eules.

Staff recommends approval of the Final Plat.

There were no questions or comments presented by the Commission.

Commissioner Zahn made a motion to approve case #15-02-FP. Motion seconded by Vice Chairman Portugal. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, Dunckel, Ellis, and Brown.

Nays: None

Abstention: None

The motion carried: (7-0-0)

ITEM 4 CASE NO. 14-14-SP – CONSIDER A REQUEST FOR A SITE PLAN

Approve a request for a Site Plan for Commercial Development proposed to be located on Ferguson Addition, Block 1, Lot 1, 2683 W. Euless Boulevard.

Stephen Cook, Senior Planner, gave a brief description of the case. Ferguson Plumbing Supply is requesting the consideration of an additional 29,938 square feet of interior storage for their location on W. Euless Boulevard. The new addition would be constructed as an extension to the primary structure.

The Planning and Zoning Commission considered a zoning change in March 2015 and recommended approval of a Planned Development zoning to the City Council. The City Council approved the Planned Development on March 24, 2015.

Site Conditions: Access to the site will be from the existing drive approach from W. Euless Blvd. The emergency access, drainage and utility easement (EADUE – which serves as fire lanes in Euless) will be modified to provide additional coverage of the building's configuration. Additional parking for the site has been configured based on the footprint of the building and meets Euless standards.

Building Elevations – As part of the Planned Development zoning, provisions were put into the ordinance which would allow a modification to the City's masonry requirements for new construction. As the addition to the building is not a primary wall surface, the exterior of the building may be constructed with masonry or other alternate building materials as approved by the Building Official. The proposed additional structure will be a metal sided building with baked in color that will match the existing building façade.

The Development Services Group has certified that the site plan is in accordance with the requirements of the City of Euless and the Planned Development Ordinance.

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve case #14-14-SP. Motion seconded by Commissioner Olmstead. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, Dunckel, Ellis, and Brown.

Nays: None

Abstention: None

The motion carried: (7-0-0)

ITEM 5 CASE NO. 15-01-SP – CONSIDER A REQUEST FOR A SITE PLAN

Approve a request for a Site Plan for Commercial Development proposed to be located on Westpark Central Addition, Block 1, Lot 1RA, 2301 W. Airport Freeway.

Stephen Cook, Senior Planner, gave a brief description of the case. This site was previously the location of a Whataburger restaurant. After the acquisition of right-of-way for the widening of SH 183, the restaurant closed and the building was razed by the property owners. The site plan proposes a new 2,057 square foot restaurant with drive through.

Site Conditions: Jimmy John's is proposing a new 2,057 square foot restaurant. Access to the site will be from the mutual access lane on the south side of the building. This access easement has an existing drive approach from Westpark Way and connects to the other two restaurant sites to the west of this development. Cross access will remain between this lot and the two adjacent lots to the west, and the office property to the south. A drive through lane will be placed on the south side of the building. Parking for the site has been configured based on the footprint of the building and meets Euless standards.

Landscaping – The proposed landscaping provides the required mixture and quantity of shrubs and ground cover. Because of the limited amount of space due to the right-of-way acquisition, the total number of provided trees is less than the required number. To offset this, multiple crepe myrtle trees have been planted along the frontage road. Each crepe myrtle (according to ordinance) counts as ½ a full size tree. The trees provided will enhance the landscaping on this small lot. Additional landscaping will be provided along the drive through and along the edges of the property.

Building Elevations – The Jimmy John's building meets the masonry requirements of the City of Euless.

The Development Services Group has certified that the site plan is in accordance with the requirements of the City of Euless.

Vice Chairman Portugal asked for clarification as to the access to the site.

Stephen Cook, stated that access to the property from northbound traffic on Westpark Way is provided through cross access easements provided from the property to the south.

There were no further questions or comments presented by the Commission.

Commissioner Ellis made a motion to approve case #15-01-SP. Motion seconded by Commissioner Dunckel. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, Dunckel, Ellis, and Brown.

Nays: None

Abstention: None

The motion carried: (7-0-0)

ITEM 6 CASE NO. 15-02-SP – CONSIDER A REQUEST FOR A SITE PLAN

Approve a request for a Site Plan for Commercial Development proposed to be located on International/Regional Industrial Complex, Block D, Lot 3, 2221 Regal Parkway.

Stephen Cook, Senior Planner, gave a brief description of the case. Fineline Productions currently operates within two buildings on Regal Parkway, one on the north side (2220) and one on the south side (2221). In recent years, their operation has increased significantly as demand for their products has grown. The company wishes to expand their square footage of production and storage area on an existing lot that they own. The family owned company was founded in 1985. As a supplier to Original Equipment Manufacturer (OEM) industries, Fine Line Production specializes in metal stamping, laser cutting and robotic assemblies.

Site Conditions: The existing building on the south side is 19,893 square feet. The proposed new structure will adjoin the existing building to the east. The new production facility will be 19,292 square feet. Additional space on the east side of the lot will accommodate additional parking and an emergency access, drainage and utility easement (EADUE). A new masonry, solid waste enclosure will be constructed along the frontage of the existing building where temporary storage units were placed. A new fire hydrant will be installed in order to accommodate the new building.

Landscaping – Landscaping will be provided with the new addition to the site. Additional red oak trees, ground cover and shrubs will be installed along the frontage of the building. Sidewalk will continue across the frontage of the new building.

Building Elevations – The building will be a tilt-wall construction which is compliant with City of Euless standards. The exterior treatment of the building will match the existing building with the addition of a alternative color, painted stripe along the top of the façade.

The Development Services Group has certified that the site plan is in accordance with the requirements of the City of Euless.

There were no questions or comments presented by the Commission.

Vice Chairman Portugal made a motion to approve case #15-02-SP. Motion seconded by Commissioner Brown. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, Dunckel, Ellis, and Brown.

Nays: None

Abstention: None

There being no further business the meeting was adjourned at 6:52 p.m.

Chairman McNeese

Date